

University of Warwick Holiday Scheme

Sick Children Policy and Procedure

Purpose	The purpose of this policy is to protect the health and wellbeing of children attending the Holiday Scheme, ensure children who become unwell receive appropriate care and supervision, and reduce the risk of illness spreading to others.
Review Frequency	Annually or if an incident occurs the policy must be reviewed immediately
Date approved	September 2026
Date of next review	September 2027

Policy Statement

The University of Warwick Holiday Scheme has a duty to promote the health, safety and wellbeing of all children attending the Scheme. Children who are unwell may not be able to participate comfortably or safely in activities. Appropriate action will therefore be taken to support the child and protect the wellbeing of everyone attending the Scheme.

Procedure if a Child Becomes Unwell

If a child becomes unwell while attending the Holiday Scheme:

- The child will be made comfortable and, where appropriate, taken to a quiet area away from the main activities.
- A member of staff will **supervise and monitor the child.**
- The child's parent/carers will be contacted as soon as possible and informed that their child is unwell.
- Where appropriate, the parent/carers will be asked to **collect the child as soon as possible.**
- If the parent/carers cannot be contacted, staff will attempt to contact the child's nominated emergency contact. Staff will continue to supervise and monitor the child until they are collected or further action is required.
- Parents/carers will be advised of any relevant exclusion period before their child can return to the Holiday Scheme.

Emergency Medical Treatment

If a child's condition suddenly deteriorates or staff believe they require urgent medical attention, appropriate emergency medical assistance will be sought.

If hospital treatment is required, an **ambulance will be called** and the child's parent/carer will be contacted immediately.

A member of Holiday Scheme staff will remain with the child until responsibility can be safely transferred to the parent/carer or medical professionals.

Children Who Are Unwell Before Attending

Parents/carers should **not bring their child to the Holiday Scheme if they are unwell or not fit to participate in the day's activities.**

Parents/carers should inform the Holiday Scheme if their child will be absent because of illness and provide relevant information, particularly where an infectious illness is suspected or confirmed.

Children with an infectious illness should not return to the Holiday Scheme until any applicable exclusion period has passed and they are well enough to participate.

Infectious and Notifiable Diseases

Where the Holiday Scheme is made aware of an infectious or notifiable disease The Holiday Scheme will refer to current UK Health Security Agency public-health exclusion guidance when deciding whether a child should remain away from the setting and when they may return. Children should also be well enough to take part safely in normal Holiday Scheme activities before returning.

Parent/Carer Responsibilities

Parents/carers are responsible for:

- Providing **up-to-date contact and emergency contact details.**
- Informing the Holiday Scheme of any illness or relevant health information concerning their child.
- Not bringing their child to the Scheme when they are unwell or infectious.
- **Collecting their child promptly** when requested because of illness.
- Following any applicable exclusion period before their child returns.

EXCLUSION PERIODS THROUGH ILLNESS

Disease/illness	Minimum exclusion period
Antibiotics	2 days from outset
High temperature	If sent home, 24 hours
Vomiting	If sent home, 48 hours after the last occurrence

Conjunctivitis	Follow guidance from GP
Diarrhoea	48 hours after last episode
Chicken pox	5 days from appearance of rash
Gastro-enteritis, food poisoning, salmonella and dysentery	7 days from onset of jaundice
Infected hepatitis	7 days from appearance of rash
Measles	Until recovered from infection
Meningococcal infection	Until swelling has subsided and in no case less 7 days from onset
Mumps	of illness
Whooping cough	21 days from onset of paroxysmal cough
Poliomyelitis	Until declared free from infection by District Community Physician
Rubella (German measles)	4 days from appearance of rash
Scarlet fever and Streptococcal infection of the throat	Until appropriate medical treatment has been given and in no case for less than 3 days from the start of treatment.
Tuberculosis	Until declared free of infection by the District Community Physician
Typhoid Fever	Until declared free of infection by the District Community Physician
Impetigo	Until the skin has healed
Hand, Foot and Mouth	No exclusion period

A list of notifiable illness can be found over leaf.

If a child is diagnosed as having one of the following illnesses the Health Protection Agency must be notified:

- Acute encephalitis
- Acute poliomyelitis
- Anthrax
- Cholera
- Diphtheria
- Dysentery

- Food poisoning

- Leptospirosis

- Malaria

- Measles

- Meningitis

Meningococcal

Pneumococcal

Haemophilus influenzae

Viral

Other specified

Unspecified

- Meningococcal septicaemia (without meningitis)

- Mumps

- Ophthalmia neonatorum

- Paratyphoid fever

- Plague

- Rabies

- Relapsing fever

- Rubella

- Scarlet fever

- Smallpox

- Tetanus

- Tuberculosis

- Typhoid fever

- Typhus fever

- Viral haemorrhagic fever

- Viral hepatitis

Hepatitis A

Hepatitis B

Hepatitis c

Other

- Whooping cough
- Yellow fever

Leprosy is also notifiable, but directly to the HPA, CfI, IM&T Dept